

# Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,  
West Sussex, BN44 3XZ

[www.steyningpc.gov.uk](http://www.steyningpc.gov.uk)  
[www.thesteyningcentre.co.uk](http://www.thesteyningcentre.co.uk)

Telephone: 01903 812042

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**MEETING OF FULL PARISH COUNCIL  
HELD ON MONDAY 20<sup>th</sup> FEBRUARY 2017 AT 7.30PM  
IN THE STEYNING CENTRE**

Present : Cllrs Northam, Lloyd, Willett, Hanson, Muggridge, Pearcey, G. Sullivan, S. Sullivan, Trundle, Toomey

Clerk : Carol Stephenson

Members of the Public : 10 and 2 Wardens (part)

Meeting commenced 7.30pm

## MINUTES

<b>FULL/16/200 200.1</b>	<b>APOLOGIES</b> Cllrs Bowell, Syred, Goldsmith, Muncey	<b>ACTION</b>
<b>FULL/16/201 201.1</b>	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> Cllrs S. Sullivan – member of SCOG, lives adj MPF, prejudicial interest in item 19 Cllr G Sullivan - prejudicial interest in item 19 Cllrs. Muggridge – SAYS	
<b>FULL/16/202 202.1</b>	<b>QUESTIONS FROM THE FLOOR</b> Q. Mr Kelly referred to two documents in circulating regarding the Rublees hedge on the Memorial Playing Field and sought confirmation from the council that a number allegations made therein are untrue. A. Cllr Lloyd to address some under item xx and will respond in writing on others. Q Mrs Ghaye read a statement regarding the proposed telecommunications mast at the Steyning Football Club. A. Cllr Muggridge replied that this had been discussed by the Council's Planning Committee who felt were not qualified to comment on certain aspects of Mrs Ghaye's concerns and that it was felt to be premature to comment further until a formal application is submitted. Q. Mr Cree referred to item 18 as to why this was a confidential item. A. Mr Cree was advised that certain issues needed to be discussed and that no decision would be made at this meeting and that it would be discussed in public at Finance and Community Committee on 14.3.17.	



Parish Clerk: Carol Stephenson  
Deputy Clerk: Hazel Roxby

Email: [spcclerk@btconnect.com](mailto:spcclerk@btconnect.com)  
Email: [steyningcentre@btconnect.com](mailto:steyningcentre@btconnect.com)

Q. Mr Cree welcomed the Wiston Estate public exhibition and asked if the council would upload the papers from the Billingshurst meeting onto the council's website and the link to the Housing White Paper. Could the Clerk and the SWAB Steering Group could upload the existing HDC link to the HDC Neighbourhood Plan conference papers so that residents are better informed about that meeting.

A Agreed

Q. Mr Cree - Is the Gatewick Farm site still included in current SWAB housing plans or has it been removed?

A. Cllr Northam advised that the pre-submission document will go on display in due course; HDC have acknowledged that best practice is being followed; all sites seen before are still in the Plan.

Q. Mr Ashby wished to record his and the Allotment Association's appreciation to Cllr Pearcey for all his help and support on the Rublees fence project. He advised that Tesco had visited the site and are satisfied with the work, have released remaining funds, have closed the file and have invited the Allotment Association to apply again in the future if they wish. He also advised that the pot holes in the track adjoining the allotments were already there prior to the contractors arriving on site, indeed HDC had already deemed the track un-useable prior to the erection of the new fence.

#### **FULL/16/202 MINUTES OF PREVIOUS MEETING**

**202.1** Cllr Northam **proposed** and Cllr Pearcey **seconded** that the minutes of the meeting held on 16.1.17 be accepted as a true record of that meeting. **Agreed.**  
Cllr Northam **proposed** and Cllr Hanson that the minutes of the meeting held on 23.1.17 be accepted as a true record of that meeting. **Agreed**

#### **FULL/16/203 MATTERS ARISING**

**203.1** FULL/16/182.1 – Noted. Clerk to invite Steve Chalcraft.

**203.2** FULL/16/83.3 - noted

**203.3** FULL/16/183.4 - noted

**203.4** FULL/16/185.1 – awaiting response from HDC re Art IV progress

**203.5** FULL/16/186.1 – noted

**203.6** FULL/16/188.1 – noted

**203.7** FULL/16/190.1 - noted

**203.8** FULL/16/192.2 - noted

**Clerk**

#### **FULL/16/204 WARDENS REPORT**

**204.1** Copy of report on council's website. Pattern of break ins leading to more Police presence – patrols including unmarked cars. Campaign underway to encourage reporting crime. Trading Standard leaflets available. Cllr Willett had heard of Police impersonators, Wardens unaware of this but will report back.

#### **FULL/16/205 REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS**

**205.1** Cllr Lloyd – HDC have agreed increase in Council Tax. There is no restrictive covenant on High St car park. HDC responses to comments made re car park charging proposal are on their web site. Status of all Neighbourhood Plans have been circulated. Volunteers on SWAB to be congratulated.

**205.2** Cllr Willett – advised HDC are waiting to hear from SPC re parking requirements

	for Steyning asap. Clerk to obtain copies of visitor leaflets on Market Towns – maps incorrect, ask if still time to comment. HDC budgets on their web site. No change in Electoral Review of HDC for Steyning. Council and Cabinet meetings at HDC now being recorded.	<b>Clerk</b>
<b>205.3</b>	HALC – Cllr Toomey advised met 18.1.17. Two presentations Community Link Service and Age UK Horsham District. HALC conference scheduled for Sat 8 <sup>th</sup> April 2017 Davinia House – details from Cllr Toomey.	<b>ALL</b>
<b>FULL/16/206</b>	<b>NEIGHBOURHOOD PLAN</b>	
<b>206.1</b>	Latest update on web site. Cllr Muggridge advised it's now being acknowledged that to prepare a Neighbourhood Plan takes much longer than originally envisaged, partly due to moving goal posts and complexity.	
<b>FULL/16/207</b>	<b>WEST SUSSEX MINERALS PLAN CONSULTATION</b>	
<b>207.1</b>	Cllr Hanson provided update emphasising the need for the council to comment on the proposals. SQAG are asking if the council has any funds to help challenge the proposals e.g. employ a barrister. SQAG to raise at Finance and Community Committee. Cllr Hanson <b>proposed</b> and Cllr Muggridge <b>seconded</b> that Cllr Syred prepare a response for submission by 13.3.17. <b>Agreed</b> . Cllr Lloyd <b>proposed</b> and Cllr Muggridge <b>seconded</b> that the response be circulated to all members for comment before submitting. <b>Agreed</b> . Clerk to attach submission to next agenda.	<b>MS</b> <b>ALL</b> <b>Clerk</b>
<b>FULL/16/208</b>	<b>GRASS CUTTING CONTRACT</b>	
<b>208.1</b>	Cllr Lloyd advised 15 tenders had been received. Decision to be made at EOM meeting on 22.2.17	
<b>FULL/16/209</b>	<b>RURAL CAR PARK CHARGING</b>	
<b>209.1</b>	Cllr Muggridge advised traders not yet in a position to decide if to go to JR. List of issues and mitigating measures had been circulated to all members. Cllr Muggridge <b>proposed</b> and Cllr Hanson <b>seconded</b> that Cllrs Lloyd and Willett use the list v2 dated 20.2.17 as the basis of negotiations with HDC. <b>Agreed</b> . Cllr Muggridge <b>proposed</b> and Cllr Northam <b>seconded</b> that the number of long terms spaces In Newman Gardens and Fletchers Croft remain as originally agreed by HDC. <b>Agreed</b> . Cllr S Sullivan proposed that the council offer an apology to HDC for having missed their deadline. This was unsupported unanimously. <b>This was a Recorded vote.</b>	<b>TL/MW</b>
<b>FULL/16/210</b>	<b>ANNUAL PARISH MEETING 20.3.17</b>	
<b>210.1</b>	Chris Lyons HDC is unavailable to attend this meeting but has offered a member of his staff to talk about Neighbourhood Planning. Clerk to follow up or find alternative speaker if unsuccessful and consult councillors first.	<b>Clerk</b>
<b>FULL/16/211</b>	<b>FREEDOM OF INFORMATION PANEL</b>	
<b>211.1</b>	Cllrs Cllr Northam <b>proposed</b> and Cllr Hanson <b>seconded</b> that Cllrs Lloyd and Picking join this panel increasing the number to 7. <b>Agreed</b> . Clerk to provide notes. Need to create Terms of Reference for this group.	<b>TL/BP</b> <b>Clerk</b>
<b>FULL/16/212</b>	<b>COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS</b>	

- 212.1** Playing Fields Committee – draft revised allotment agreement following NALC template to be considered by this committee 22.2.17; Cllr Lloyd **proposed** and Cllr S Sullivan **seconded** that the minutes of the meeting held on 7.2.17 be accepted subject to amending 114.3 - to Goldsmith and 113.2 – before any action. **Agreed** **Clerk**
- 212.2** Planning Committee – Cllr Muggridge **proposed** and Cllr Hanson **seconded** that the minutes of the meeting held on 24.1.17 be accepted as a true record of that meeting. **Agreed**. Minutes of the meeting held on 14.2 17 were not yet available - add to next agenda **Clerk**
- 212.3** Noted
- 212.4** Noted
- FULL/16/213** **COMMITTEE STRUCTURE**
- 213.1** Due to time constraints Cllr Northam **proposed** and Cllr Willett **seconded** that this item be deferred until April meeting. **Agreed**. Cllr Muggridge lodged his objection to the delay.
- FUL/16/214** **CORRESPONDENCE AND INFORMATION ITEMS**
- 214.1** It is hoped that new Government funding will support this initiative.
- 214.2** HDC Electoral Reform - See item xx above
- 214.3** Councillors noted this item and acknowledged cost of related event too costly.
- 214.4** Housing White Paper - noted
- 214.5** Community Infrastructure Levy - noted
- 214.6** HDC Economic Strategy - Cllr Lloyd **proposed**, Cllr Muggridge **seconded** that the council seek a full response from HDC to the comments made by SPC. Delegate to Clerk to prepare response. **Agreed** **Clerk**
- FULL/16/215** **DATE OF NEXT MEETING – Annual Parish Meeting 7.30pm 20<sup>th</sup> March 2017**
- Due to the confidential nature of the next items, the Chairman Cllr Northam **proposed** this meeting move into confidential session and asked the public to leave at this point. Standing Order 3e applies. Cllr Lloyd **seconded**. **Agreed**. **Recorded Vote** - all in favour except Cllrs G. Sullivan and S. Sullivan who were against.
- FULL/16/216** **SAYS**
- 216.1** Due to time constraints, Cllr Northam **proposed** and Cllr Pearcey **seconded** that this item be delegated to the Finance and Community Committee to consider on 14.3.17. **Agreed**
- FULL/16/217** **CANCELLATION OF PLANNED FACILITATION SESSION**
- 217.1** Councillors S. Sullivan and G. Sullivan having declared a prejudicial interest at the beginning of this meeting made to leave at this point. Cllr Northam invited them to stay but they declined. Remaining councillors discussed the confidential item and agreed a way forward.
- Meeting closed at 10pm

Signed ..... Date 19<sup>th</sup> April 2017  
Chairman



Parish Clerk: Carol Stephenson  
Deputy Clerk: Hazel Roxby

Email: [spcclerk@btconnect.com](mailto:spcclerk@btconnect.com)  
Email: [steyningcentre@btconnect.com](mailto:steyningcentre@btconnect.com)